



ACLA Board meeting  
Wednesday, August 18, 2021, 6:30pm  
Online via Zoom  
(due to Coronavirus precautions, the ACLA Board of Directors  
will meet remotely until further notice)

**Board members present:** Daniel Hauser, Kim Thomas, Carol Henderson, Pam Wagoner, Melanie Belles, Ron O'Connor, Helen Chandler, Julie Fairman

**Board members absent:**

**Staff present:** Jesse Castellanos (Assistant Library Director), Terri Palmer (Library Director)

**Call to order at 6:33pm**

**Introductions**

**Minutes from June 16, 2021, approved by board- Motion to approve by Kim Thomas, seconded by Carol Henderson**

**Library Director's Report – Terri**

Terri provided updates on the Washington County Board of Commissioners meeting about the COVID-19 resurgence. The Delta variant is 8x more transmissible than the original. Library operations will continue with restrictions until further notice.

HVAC repairs have been delayed but should happen this week. Volunteer shifts are on hold and the number of staff on site limited until ventilation increases.

The expanded Book Sale Corner is now open. Materials are priced very low to increase sales and move the backlog of inventory out the door.

Approved by ACLA Board of Directors 9/15/2021

ACL's first school supply drive is up and running, led by Youth Services Librarian Katie Patterson. Depending on the number of supplies collected, staff may either donate to another organization or hold a free supply store in early September.

The new art installation Weaving Community Together is on display. The project was led by volunteer Linda Hansen, who brought together several weavers over the last half of 2020. The comments from library visitors have been very positive.

### **Financial Reports- Terri**

Terri has confirmed more costs for this fiscal year, including Kaiser medical/dental insurance for full-time staff. Staffing costs have also been reworked after two staff left. Two new Circulation Assistants will begin work at the end of the month. Three full-time librarians will receive small raises in addition to the 2% COLA raise at the beginning of the fiscal year.

There are some changes to the rent reduction deal offered by the property owners. The initial agreement reduced rent February - June 2021. The second agreement will run August - December 2021.

Financial reports for July are still in progress. Terri went over preliminary reports and will continue to work with Maureen to update the information.

### **Philanthropy Committee - Terri**

The total expenses for this year are projected to be approximately \$670,000. The Philanthropy Team (staff), with the support of the Board and the Philanthropy Committee, will focus on the following to reach fundraising goals:

1. Building our donor base
2. Informing the community about the library and increasing engagement through marketing
3. Retaining current donors
4. Developing a major donor program

The fiscal year's fundraising efforts kick off in earnest in September with a fall raffle, September 11-25, followed by the Year End campaign.

**Other business –**

Thank you to Carol Henderson who is leaving the board. Carol has been an integral part of the library since joining the volunteer crew at the first library. She will continue as a check in volunteer each week, working alongside library staff. Her service is truly appreciated.

**Volunteer hours**

Melanie - 2

Ron - 4

Kim - 10.5

Pam – 2.5

Carol - 4

Daniel – 16

Helen - 2.5

**Meeting adjourned at 8:24pm**